

December 4, 2013

**MINUTES OF A REGULAR MEETING OF
THE TORRANCE PLANNING COMMISSION**

1. CALL TO ORDER

The Torrance Planning Commission convened in a regular session at 7:00 p.m. on Wednesday, December 4, 2013 in City Council Chambers at Torrance City Hall.

2. SALUTE TO THE FLAG

The Pledge of Allegiance was led by Commissioner Polcari.

3. ROLL CALL/ MOTIONS FOR EXCUSED ABSENCE

Present: Commissioners D'anjou, Gibson Polcari, Skoll, Watson and Chairperson Rizzo.

Absent: None.

Also Present: Planning Manager Lodan, Planning Assistant Lang, Plans Examiner Noh, Associate Civil Engineer Symons, and Assistant City Attorney Sullivan.

4. POSTING OF THE AGENDA

Planning Manager Lodan reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard on Wednesday, November 27, 2013.

5. APPROVAL OF MINUTES

MOTION: Commissioner Polcari moved to approve the November 6, 2013 Planning Commission minutes as written. The motion was seconded by Commissioner Gibson and passed by unanimous voice vote.

6. REQUESTS FOR POSTPONEMENTS

Planning Manager Lodan reported that staff was requesting that Item 12A, PRE13-00008: Jeff Lyons, be continued to December 18, 2013 because changes have been made to the plans which require the project to be re-silhouetted.

MOTION: Commissioner Skoll moved to continue Item 12A to December 18, 2013. The motion was seconded by Commissioner Watson and passed by unanimous roll call vote.

Planning Manager Lodan announced that the hearing will not be re-advertised because it was continued to a date certain.

7. ORAL COMMUNICATIONS #1 – None.

8. TIME EXTENSIONS- None.

9. SIGN HEARINGS- None.

Chairperson Rizzo reviewed the policies and procedures of the Planning Commission, including the right to appeal decisions to the City Council.

10. CONTINUED HEARINGS

10A. PRE13-00004: KELLY HAMM (YUKIMO HAYASHIDA)

Planning Commission consideration for approval of a Precise Plan of Development to allow the construction of a new two-story single-family residence on property located within the Hillside Overlay District in the R-1 Zone at 310 Calle de Arboles. This project is Categorically Exempt from CEQA per Guidelines Section 15303(a) – New Construction of Small Structures.

Recommendation – Approval.

Planning Assistant Lang introduced the request and noted supplemental material available at the meeting.

Kelly Hamm, project architect, briefly reviewed the revisions made to the project in response to concerns discussed at the October 16, 2013 Planning Commission meeting. He explained that the roofline adjacent to the neighbor at 314 Calle de Arboles was lowered 16 inches; that the eaves on this side of the house were reduced from 18 inches to 6 inches to improve light and ventilation; and that the front entry wall was pushed back an additional 6 inches from the street to improve this neighbor's view. Additionally, the Floor Area Ratio (FAR) was reduced from 0.58 to 0.56 and the rear balcony was recessed into the back of the house so there will be no view into the rear yards of neighbors to the east and west.

John Salas, 425 Via Malaga, voiced objections to the project, citing the impact on the view, light, air and privacy of the adjacent neighbor and recommended that the project be setback an additional 12 feet from the street to mitigate this impact.

Kay White, 645 Via Los Miradores, urged that the project be denied, relating her belief that it would greatly impact the neighbor at 314 Calle de Arboles. She noted that in order to exceed an FAR of 0.50 in the Hillside Overlay, an applicant must demonstrate that being confined to this limit would constitute an unreasonable hardship and doubted that the reason stated in the application – that many two-story homes have been approved in the Hillside Overlay with a similar FAR – qualifies as an unreasonable hardship.

Judy Brunetti, president of Riviera Homeowners Association, contended that the revisions were not significant and much more needs to be done to restore the view, light, air and privacy of the neighbor at 314 Calle de Arboles. She noted that the square footage was only reduced by 117 square feet and the project still has three balconies and a large wrap-around deck.

Steve Terre, son of Mathilde Terre, owner of 314 Calle de Arboles, stated that he no longer lives in the home but will be affected indirectly by the project because it will result in a six-figure reduction in the property's valuation. He expressed concerns that the massive solid wall facing his mother's property will look like a monolith.

Mathilde “Mike” Terre, 314 Calle de Arboles, reported that dealing with the proposed project has been overwhelming. She thanked Commissioners for their assistance and requested that further modifications be required to preserve her quality of life.

Returning to the podium, Mr. Hamm stated that he has worked many hours trying to satisfy Ms. Terre’s concerns and briefly reviewed the various revisions that were made to the project. He explained that the balconies/decks were designed to mask the disparity between the first and second-floor setbacks and make the home more attractive. He noted that his clients are older and this will be their retirement home so the balconies/decks will not be used for partying. He further explained that some have suggested that the project be lowered further into the grade, however, lowering it any further would make the driveway too steep. He maintained that everything possible had been done to mitigate the project’s impact.

Voicing support for the project, Commissioner Polcari related his belief that the architect had worked very hard to address concerns as evidenced the project’s four or five iterations.

MOTION: Commissioner Polcari moved to close the public hearing. The motion was seconded by Commissioner Watson and passed by unanimous voice vote.

Chairperson Rizzo requested clarification of the term “unreasonable hardship” as it relates to TMC Section 91.41.11 – Limitation in Increase in Building Space Lot Coverage.

Assistant City Attorney Sullivan advised that the term is not defined in the code, therefore it was up to Commissioners to decide what qualifies as an unreasonable hardship.

Noting that projects in the Hillside Overlay are considered on a case-by-case basis, Chairperson Rizzo voiced his opinion that the fact that other projects have been approved with an FAR that exceeds 0.50 does not mean that denial of this project would create an unreasonable hardship. He related his belief that there was more room for compromise and the slight reduction in the FAR was not significant.

Commissioner Skoll reported that he did not have an opportunity to visit the site since he had just gotten back from a trip and based on the comments this evening, he could not vote to approve the project until he could personally assess the impact.

Commissioner Watson stated that she felt more work needed be done on this project with regard to the FAR and she was also concerned about the three balconies and the massiveness of the structure. Noting that she had driven by the site, she expressed the hope that the project would reflect the low-key, pastoral charm of the neighborhood.

MOTION: Commissioner Watson moved to deny PRE13-00008 without prejudice. The motion was seconded by Commissioner Skoll and passed as reflected in the following roll call vote:

YES: Commissioners D’anjou, Skoll, Watson and Chairperson Rizzo.
NO: Commissioners Gibson and Polcari.

Planning Manager Lodan noted that a resolution reflecting the Commission’s action will be brought back for approval at a later date.

11. WAIVERS – None.

12. FORMAL HEARINGS

12A. PRE13-00008: JEFF LYONS (WAY AND WENDY WONG)

Planning Commission consideration for approval of a Precise Plan of Development to allow first and second-story additions to an existing single-family residence on property located within the Hillside Overlay District in the R-1 Zone at 5714 Clearsite Avenue. The project is Categorically Exempt from CEQA per Guidelines Section 15301(e) – Existing Facilities.

Continued to December 18, 2013.

12B. PRE13-00010, WAV13-00007: BONDANELLI DESIGN GROUP, INC. (SYLVIA AND DAVID GARTEN)

Planning Commission consideration for approval of a Precise Plan of Development to allow first and second-story additions to an existing single-family residence in conjunction with a Waiver of side yard setback requirements on property located within the Hillside Overlay District in the R-1 Zone at 209 Camino de las Colinas. This project is Categorically Exempt from CEQA per Guidelines Section 15305(e) and 15305(a) – Existing Facilities and Minor Alterations in Land Use Limitations.

Recommendation – Denial without prejudice.

Planning Assistant Lang introduced the request and noted supplemental material available at the meeting.

Bruno Bondanelli, Bondanelli Design Group, project architect, stated that his clients purchased the property earlier this year and they would like to expand their home to accommodate their growing children and gain a little ocean view from the master bedroom. He reported that an outreach meeting was held to review the plans with neighbors and all who attended seemed to be in favor of the project. He submitted additional letters of support from neighbors along with a highlighted map showing their addresses. Referring to photographs submitted for the record, he disputed the claim of view impact from the neighbor at 156 Camino de las Colinas, contending that the project would only affect approximately 1% of the view from this residence. With regard to claims of privacy impact at 213 Camino de las Colinas, he conceded that there could be an infringement on privacy, but suggested that this could be mitigated by using frosted glass for windows, installing window coverings and/or planting a hedge. He pointed out that the only windows facing this residence are in a closet and a bathroom. He noted that the neighbor who is objecting has a second-story addition with a balcony that looks into his client's yard and there are two-story buildings to the west of the site with a view into all backyards on Camino de las Colinas so none of them are really private.

Michael Block, 156 Camino de las Colinas, reported that he purchased his home approximately seven years ago and did major renovations but was careful not to change the outside structure because it was one of the first homes built in Hollywood Riviera, noting that the home was featured on a recent Riviera Historical Homes Tour. He pointed out that the form letters submitted by applicant as "letters of support" state only that the person signing the letter is not adversely impacted by the project. Submitting photographs to illustrate, he contended that the proposed project would block a significant portion of his blue water view. He suggested that the photograph submitted by Mr. Bondanelli was misleading because he used a wide-angle

lens. Referring to a letter from real estate agent Sheri Kapust (agenda material), he maintained that Ms. Kapust was not qualified to judge the financial impact the project would have on his property because she is not an appraiser and she is not based in the Hollywood Riviera area. He stated that his wife is also a real estate agent and they strongly believe the project will impact their property value as well as their view.

Frank Corbett, 213 Camino de las Colinas, voiced objections to the proposed project, submitting photographs to illustrate. He contended that the project would tower over his property, block sunlight from his home, obstruct the view from his master bedroom, and intrude on the privacy of his courtyard, master bedroom, backyard and swimming pool and greatly devalue his property. He expressed concerns about the limited time neighbors had to prepare for this meeting since the notice was received right before Thanksgiving. He explained that while he has a two-story home, it is split-level to minimize the impact on neighbors and his balcony was positioned so it does not intrude on the privacy of neighbors next door. He reported that foliage blocks the view from apartment buildings into his backyard.

Commissioner Skoll stated that he had read Mr. Corbett's letter (agenda material) and viewed the photographs and he was taken by his comments. He asked if he had had any interaction with the applicant.

Mr. Corbett reported that neither the architect nor the property owner asked to go inside his house to view the project's impact and he wasn't able to attend the outreach meeting, but the property owner approached him shortly afterwards and he informed him that he thought the project was too high, too big and too intrusive.

Elmo Malacas, caregiver for the resident at 205 Camino de las Colinas, voiced support for the project, relating his observation that the applicants have greatly improved the property, which had been neglected for more than a year before they moved in.

David Garten, 209 Camino de las Colinas, applicant, explained that he and his wife purchased this property because of the walkable neighborhood and they were aware that the house needed a lot of work so his wife researched Hillside Overlay requirements/regulations before beginning the project. He reported that neighbors who came to the outreach meeting in July 2013 were enthusiastic about the design and felt the project would increase home values in the neighborhood; that he subsequently went door-to-door to share the plans with neighbors who were unable to attend the meeting and ultimately obtained the signatures of 19 neighbors; and that Mr. Corbett chose not to attend the outreach meeting and then rebuffed his efforts to share the plans with him. Disputing Mr. Corbett's claim of privacy impact, he contended that Mr. Corbett has no privacy since there is a direct view from his dining room into Mr. Corbett's second floor bedroom and apartments to the west look into his backyard. He stated that the project was specifically designed to mitigate privacy impact by placing a closet at the rear of the house facing Mr. Corbett's property; that photographs submitted clearly show that there will be no view into Mr. Corbett's property from the new master bedroom; and that any privacy issue was created by Mr. Corbett's own second-story addition.

Referring to Mr. Corbett's claim that the project would block sunlight from his home, Mr. Bondanelli pointed out that this corner of the house would not be impacted because of the east to west movement of the sun. He offered to mitigate any potential privacy impacts through the use of landscaping, frosted glass and window coverings.

MOTION: Commissioner Skoll moved to close the public hearing. The motion was seconded by Commissioner Watson and passed by unanimous voice vote.

Commissioner Watson stated that she believes this is a work in progress and supports staff's recommendation to deny the project without prejudice.

Commissioner Polcari noted his agreement with Commissioner Watson's remarks.

MOTION: Commissioner Watson moved to deny PRE13-00010 and WAV13-00007 without prejudice. The motion was seconded by Commissioner Gibson and passed by unanimous roll call vote.

Planning Assistant Lang read aloud the number and title of Planning Commission Resolution Nos. 13-050 and 13-051.

MOTION: Commissioner Skoll moved for the adoption of Planning Commission Resolution No. 13-050. The motion was seconded by Commissioner Watson and passed by unanimous roll call vote.

MOTION: Commissioner Skoll moved for the adoption of Planning Commission Resolution No. 13-051. The motion was seconded by Commissioner Gibson and passed by unanimous roll call vote.

12C. CUP13-00027: KIROTOSHI KOMATSU (RIKUO CORPORATION)

Planning Commission consideration for approval of a Conditional Use Permit to allow the addition of on-sale beer and wine service related to a renewed restaurant operation on property located in the C1-PP Zone at 2515 Carson Street #G. This project is Categorically Exempt from CEQA per Guidelines Section 15301(a) – Existing Facilities.

Recommendation: Approval.

Planning Assistant Lang introduced the request.

Sean Mishio, representing the applicant, voiced his agreement with the recommended conditions of approval. He reported that this will be a traditional Japanese restaurant with the service of beer, wine and Japanese sake.

MOTION: Commissioner Polcari moved to close the public hearing. The motion was seconded by Commissioner Gibson and passed by unanimous voice vote.

MOTION: Commissioner Polcari moved to approve CUP13-00027 as conditioned, including all findings of fact set forth by staff. The motion was seconded by Commissioner Skoll and passed by unanimous roll call vote.

Planning Assistant Lang read aloud the number and title of Planning Commission Resolution No. 13-052.

MOTION: Commissioner Polcari moved for the adoption of Planning Commission Resolution No. 13-052. The motion was seconded by Commissioner Skoll and passed by unanimous roll call vote.

13. RESOLUTIONS

13A. CUP13-00025: ARLING WANG (HAN CHEN)

Planning Commission adoption of a resolution reflecting their decision to approve a Conditional Use Permit to allow automobile service, repair, and storage on property located in the M-2 Zone at 2928 Columbia Street. This project is categorically exempt from CEQA per Guidelines Section 15301(a) – Existing Facilities

Planning Assistant Lang read aloud the number and title of Planning Commission Resolution No. 13-045.

MOTION: Commissioner Polcari moved for the adoption of Planning Commission Resolution No. 13-045. The motion was seconded by Commissioner Gibson and passed by unanimous roll call vote.

14. PUBLIC WORKSHOP ITEMS – None.

15. MISCELLANEOUS ITEMS

15A. EVN13-00065: KIMBERLY ROBINSON (5205 PCH LLC)

Planning Commission consideration of an appeal of a Community Development Director Approval of an Event Permit to allow a one-day promotional event with booths, games and sale of merchandise on property located in the C-2 Zone at 5205 Pacific Coast Highway #C. This project is Categorically Exempt from CEQA per Guidelines Section 1hnn5311(c) – Accessory Structures.

Recommendation: Denial of the appeal.

Planning Manager Lodan introduced the item, noting that this was an appeal of the Community Development Director's approval of a promotional event at the Vanguard Surf & Skate shop located in the shopping center at Pacific Coast Highway and Calle Mayor.

Assistant City Attorney Sullivan disclosed that his son bought a skateboard helmet at Vanguard approximately 6 months ago, but this would not affect any advice he provides to the Commission this evening.

Carlos Madrid, 5132 Macafee Road, appellant, stated that he has no problem with skateboarders or Vanguard, but they have held this event in the past, at times without a permit, and it has gotten out of hand with at least 300 people in attendance. He reported that he arrived home during the last event to find two men 30-40 years of age urinating on his property and additionally, he observed people drinking alcohol in open containers and there was a brawl involving a man on a motorcycle. He explained that there is no on-site parking for attendees so they end up parking in the nearby residential neighborhood trampling landscaping and leaving trash and debris. He maintained that the plot plan submitted by the applicant was not an accurate representation because it does not show skateboard ramps that are set up in the parking lot in addition to the booths and games.

Kimberly Robinson, owner of Vanguard Surf & Skate, stated that she was sorry Mr. Madrid had that unfortunate experience last November and she had contacted him in the

hopes that they could do something to alleviate his concerns, but he did not seem interested in working things out. She reported that she obtained a permit for the event held last November, but conceded that events were held in the past without a permit. She explained that she and her husband purchased Vanguard, which has been in business for 20 years, in 2008 and they were not aware a permit was needed for an event held on private property. She maintained that there was not anywhere near 300 people at the November 2012 event and estimated that it was more like 50. She stated that that parking for the event is controlled so there is adequate parking for other businesses in the center and attendees are directed to park on Calle Mayor where there is plenty of parking.

Commissioner Polcari questioned when the event would be held if it is approved, since the original date (November 17, 2013) has passed and asked if Ms. Robinson would be amenable to hiring two security guards for the event.

Ms. Robinson responded that a new date has not been set and it will depend on the availability of vendors. She stated that she would prefer to have only one security guard due to the added expense, noting that she has adult volunteers who assist with the event. She reported that the men described by Mr. Madrid are not typical for this type of event.

Commissioner Gibson asked if one security guard is adequate for 50 people, and Planning Manager Lodan advised that the Police Department reviewed the application and felt that one security guard would be sufficient.

Assistant City Attorney Sullivan suggested that staff could request that the Police Department patrol the event as an added measure of security.

Responding to questions from the Commission, Planning Manager Lodan clarified that the event is limited to 10% of the parking lot or 7 spaces. Ms. Robinson requested that the Commission consider allowing her to use 10-12 parking spaces as it will be difficult to confine the event to only 7.

At the Commission's request, Ms. Robinson briefly described the event, noting that it includes vendor booths and supervised games involving skateboarding. She explained that the remainder of the parking lot is reserved for other businesses in the center to ensure their customers have parking; that the event is held on a Sunday because some of the businesses are closed; that attendees are encouraged to walk, bike or take the bus; and that there is plenty of parking nearby at South High.

Commissioner D'anjou reported that she found footage on the Internet taken at a Vanguard event in summer 2012 and it appears to be more of a festival than a small parking lot event with hundreds of people in attendance, vendor booths and elaborate skateboard ramps. She noted that she also found an excerpt from a skateboard magazine that mentioned that attendance was several hundred people.

Ms. Robinson responded that the event in summer 2012 was held before she knew that a permit was required; that videos showing kids crowded around a ramp can be deceiving when estimating attendance; and that wrist bands are issued to participants after waivers are signed and the actual count was nowhere near that number. She stated that she was not aware of the article in the skateboard magazine but the size of the crowd was an exaggeration.

Commissioner Gibson asked if parking at South High could be used for this event, and Planning Manager Lodan related his understanding that permission would have to be obtained from the school district.

Assistant City Attorney Sullivan noted that South High parking lots are used by people attending various sporting events on weekends and it would probably be a good idea to notify the school district if Vanguard intends to direct a lot of people to park there.

Chairperson Rizzo invited public comment.

Jim Maxwell, Via La Selva, reported that he has attended the Vanguard event for the past six years along with his son, and has never observed the type of behavior described by Mr. Madrid and suggested that the men he encountered might have been customers of the Chinese restaurant. He stated that there could have been a total of 200 people in attendance, but this was spread throughout the day. He explained that the ramps used are old wooden ramps and doubted that the total value of equipment was more than \$500. He urged the Commission not to deprive the community of this family-oriented event and to allow Vanguard to grow their business.

Steve Jangaard, Torrance, voiced his opinion that the Vanguard event is very beneficial to the community. He noted that he uses this type of event to modify his son's behavior by using it as an incentive and he is an honor roll student.

Chairperson Rizzo disclosed that he used to work with Mr. Jangaard and he also knows his wife, who tutored his daughter, but this would not affect his decision on this matter.

Tracy Lizotte, Amie Avenue, expressed support for the Vanguard event. He reported that he has attended events organized by other skateboard shops and Vanguard is by far the most diligent, with employees constantly circulating to make sure trash is picked up and kids are behaving properly, and he has never seen anyone consuming alcohol at the event. He stated that youths who work in the shop serve as role models and he felt that his son, who is now a teen, is a better person as a result of associating with them.

Lauren Cotner, Vanderhill Road, stated that she lives right down the street from Vanguard and strongly supports this event. She reported that she has had problems with people leaving trash and urinating in her yard unrelated to the skateboard shop.

June Lee, Vanderhill Road, expressed support for the Vanguard event, relating her belief that it helps participants become more knowledgeable about skateboard safety. She recommended that police officers patrol the event to discourage bad behavior. She reported that trash and graffiti are an ongoing problem in the neighborhood due to its proximity to South High and people urinating in yards seems to have become more commonplace unlike 20 years ago. She noted that neighbors have speculated that Mr. Madrid was running a bed and breakfast because there are so many vehicles parked at his house.

Amir Pouyavand, Kenwood Avenue, reported that he has been associated with Vanguard for 10 years and has volunteered in various capacities at the event. He offered to assist with parking and security to make sure that nothing like Mr. Madrid described will ever happen again. He noted that 30-40 year-old men do not frequent the Vanguard shop and are not the targeted audience for this event.

James McNulty, Mesa Street, stated that he attended last year's event with his son and it did not seem crowded although there might have been 200 people over the course of the day. He further stated that he never saw any drinking, smoking or fighting; that the Vanguard event is attended almost exclusively by kids and their parents; and that he did not understand why the bikers involved in the brawl were linked with this event since it was much more likely that they came from the Chinese restaurant, which serves alcohol.

Thomas Leurentop, Torrance, voiced support for the event, relating his belief that skateboarding helps keep kids out of trouble. He expressed concerns that Torrance currently has no skate park and the nearest place to skateboard is El Camino College.

Mary Rainville, a friend of Vanguard's owners, stated that she volunteers at the event and the atmosphere is very positive and it would be a shame to take it away.

Trevor Hollander, Vanguard employee, reported that he was stationed in the parking lot at last year's event where he directed people to park along Calle Mayor and recalled that very few people parked at South High. He related his experience that skateboarding has a positive influence on kids and urged the Commission to allow this event to continue.

Returning to the podium, Mr. Madrid emphasized that he was not opposed to skateboarding, he just does not want to be subjected to people fighting, drinking beer, leaving trash, and urinating on his property.

MOTION: Commissioner Polcari moved to close the public hearing. The motion was seconded by Commissioner Skoll and passed by unanimous voice vote.

At Chairperson Rizzo's request, Planning Manager Lodan discussed the difference between a Temporary Parking Lot Event Permit and a Special Events Permit. He explained that a Special Events Permit is required for events that are larger and more unique in nature, while Temporary Parking Lot Event Permits are meant for small-scale events, such as recurring promotional sales events for stores. He noted that crowd control and parking overflow are a consideration for both types of permits, however, the review process for a Special Events Permit is more extensive and involves the Special Events Team comprised of representatives from various City departments.

Chairperson Rizzo indicated that he was not opposed to the Vanguard event but believes a Special Events Permit should be required because it is more than just a promotional sales event and he felt it would benefit from the more extensive review process.

Commissioner Skoll voiced his opinion that this is a great event that needs to happen. He strongly recommended that the Police Department be asked to patrol the event and suggested that this be made part of the Commission's recommendation.

Chairperson Rizzo stated that he wholeheartedly agrees the event should take place, however, he believes the Special Events Permit process is more appropriate because it provides for more City resources to better address concerns and ensure a safe environment so Vanguard can have a successful event. He noted that there should be plenty of time to complete the process because a new date has not been set.

MOTION: Commissioner Skoll moved to deny the appeal and approve Temporary Parking Lot Event Permit EVN13-00065. The motion was seconded by Commissioner Polcari and passed by unanimous vote.

Planning Assistant Lang read aloud the number and title of Planning Commission Resolution No. 13-053.

MOTION: Commissioner Polcari moved for the adoption of Planning Commission Resolution No. 13-053. The motion was seconded by Commissioner Gibson and passed by unanimous roll call vote.

Chairperson Rizzo encouraged Ms. Robinson to work with City staff to make sure that Mr. Madrid's concerns are addressed.

15B. COMMUNITY DEVELOPMENT DIRECTOR WEEKLY SUMMARY REPORTS

Planning Manager Lodan noted that the Community Development Director Weekly Summary Reports for November 14 and November 22, 2013 were distributed to the Commission.

16. REVIEW OF CITY COUNCIL ACTION ON PLANNING MATTERS – None.

17. LIST OF TENTATIVE PLANNING COMMISSION CASES

Planning Manager Lodan reviewed the agenda for the December 18, 2013 Planning Commission meeting.

18. ORAL COMMUNICATIONS #2

18A. Commissioner Gibson offered a reminder about Kurt Weideman's retirement party/Commission holiday party at the Doubletree Hotel.

18B. Commissioner Skoll expressed concerns that audiotapes from meetings are difficult to review because he like many others no longer has a cassette player and requested that staff ask the City Clerk's office about the possibility of converting cassettes to CD's.

19. ADJOURNMENT

At 9:40 p.m., the meeting was adjourned to Wednesday, December 18, 2013 at 7:00 p.m.

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Approved as Submitted January 15, 2014 s/ Sue Herbers, City Clerk
